King County	Department of Adult and Juvenile Detention Adult Divisions General Policy Manual	
	Chapter 5 **Body Scanner Screening**	
5.01.002, Body Scanner Screening	Approved By:	Director John Diaz
	Effective Date:	01-07-2021
	Reviewed By:	PRC Committee
Distribution:	Review Date:	December 10, 2020

Policy
This policy establishes guidelines for the safe operation and application of the SOTOR RS body scanning device in the detection of contraband concealed on and inside the body of a person when presented for booking, or while incarcerated in a DAJD detention facility.

Purpose
The purpose of the body scanning device is to prevent entry and access of contraband into a secure DAJD facility. The use of the body scanning technology is to reduce the incidence of more invasive strip searches.

References

WAC:	Title 246, Chapters 220, 221, 222 and 227
DAJD Policies:	Booking and Release Manual
Other:	Washington Department of Health SOTER RS Information Manual

Definitions

SOTOR RS Body Scanner: a low-dose, limited use x-ray screening device that allows a trained officer to recognize density-based anomalies on and/or in the body of the scanned inmate.

Body Scan: X-ray technology used to produce an image revealing the presence or absence of contraband on and/or inside of a person.

Radiation: The process in which energetic particles or waves travel through a medium or space. There are two distinct types of radiation; ionizing and non-ionizing. X-ray is an ionizing radiation.

Exposure: A term defining the amount of ionizing that strikes living or inanimate material.

Radiation Safety Officer (RSO): Radiation Safety Officer. All officers who have completed training in the safe operation of body scanners are considered Radiation Safety Officers (RSO).

A. General Guidelines

1. All inmates presented for booking at DAJD adult facilities are subject to a body scan during the intake process, except those who meet the following criteria:
    a) Known pregnant inmates.
    b) Inmates that are physically too large to pass thru the security scanning area.
    c) Inmates who are physically or otherwise unable to safely stand on the scanner platform.
    d) Inmates who are physically violent and/or uncooperative.
2. The following inmates will also be subject to a body scan:
    a) Any inmate suspected of concealing contraband of any kind including but not limited to inmates currently in DAJD custody.
    b) Any inmate returning from an appointment outside of secure detention.
3. When possible, the officer conducting the scan will be the same gender as the inmate.
4. The inmate shall not be permitted to view the scan and no image shall remain visible after the officer has completed reviewing the scan results.
5. Only trained officers shall operate the body scanner, workstation or device.
6. The Maintenance and Supply Sergeant shall be responsible for monthly reporting on radiation dosages and forwarding the results up the chain of command.

B. Procedure

1. Before any inmate is subjected to a body scan, the trained officer shall ask the inmate the questions outlined on the Medical Deferral Form (F-584) in order to determine whether a body scan cannot be conducted (see Section A.1. above).
2. An officer shall pat search the inmate and remove the handcuffs before conducting a body scan.
3. The inmate shall be instructed to remove their shoes and all coats or outer layers of clothing until they are only wearing one layer of clothing.
4. The officer will direct the cooperative inmate to the body scanner platform and direct them to hold the handrails.
5. The officer will perform the body scan.
6. Once the body scan has been completed, the inmate will be directed to step off the platform and return to the pre-book counter.
7. The officer will review/analyze the scan for possible contraband.
    a) If the officer detects contraband, they shall contact the ITR sergeant.
    b) If there is nothing detected the inmate shall proceed through the pre-book process.